

## **FOOD SERVICES**

### Generally

Employees of Maggie L. Walker Governor's School Regional Board do not require a student who cannot pay for a meal at school or who owes a school meal debt to throw away or discard a meal after it has been served to the student, do chores or other work to pay for such meals, or wear a wristband or hand stamp.

The Regional School Board does not file lawsuits against a student or the student's parent because the student cannot pay for a meal at school or owes a school debt.

The Maggie L. Walker Governor's School offers a credit program for students who may need financial assistance with their meals. In order for a Maggie L. Walker Governor's School student to qualify for a credit toward the cost of breakfast and lunch, they or their household must receive Supplemental Nutrition Assistant Program (SNAP) and/or Temporary Aid for Needy Families (TANF) from the Department of Social Services. Foster, group home, and refugee children also qualify for meal credits. There is no qualifying for meal credits under income guidelines.

The Maggie L. Walker Governor's School Regional Board may solicit and receive any donation or other funds for the purpose of eliminating or offsetting any school meal debt at any time and will use any such funds solely for such purpose.

### Free and Reduced Food Services

School officials will determine student eligibility based on guidelines established by the Regional School Board. Eligible students will be provided nutritionally acceptable meals and milk free if the student meets one of the criteria above. The director or designee establishes procedures as needed to implement this policy.

The criteria for determining a student's eligibility and the procedures for securing free and reduced-price meals and milk will be publicly announced at the beginning of each school year and provided to parents of all children in attendance at Maggie L. Walker Governor's School.

If Maggie L. Walker Governor's School collects information to determine eligibility for participation in the school based free meal program, it posts prominently on its website an application for student participation in such program and provides a paper-based application.

Employees of Maggie Walker Governor's School Regional Board do not physically segregate, overtly identify, or otherwise discriminate against any child eligible for free meals.

The director is responsible for establishing procedures by which excess food may be distributed to enrolled students eligible for the School Breakfast Program or National School Lunch Program administered by the U.S. Department of Agriculture, saving excess food for later

consumption, or donating food. The director's procedures identify which students are eligible to receive excess food.

### Definitions

"Excess food" means any remaining unexpired, unopened, and unconsumed food intended to be served as part of a reimbursable meal that was unable to be utilized for a current or future meal provision after a school has served breakfast and lunch to students during a school day.

"Fundraiser" means a school-sponsored activity where food or nonfood items are sold on the school campus during regular school hours by a school-sponsored organization to raise money for a school-related program or activity. One fundraiser is defined as one or more fundraising activities by one or more school-sponsored organizations that last one school day. If multiple school-sponsored organizations conduct fundraisers on the same day, the combined activities are counted as one fundraiser. If a fundraising activity lasts more than one school day, each subsequent day's activity is considered as one fundraiser and counts toward the total number of permitted fundraisers.

"School campus" means all areas of the property under the jurisdiction of the school that are accessible to students during the school day.

"School day" means the period from the midnight before to 30 minutes after the end of the official school day.

### School Sponsored Fundraisers

The school may conduct 30 school-sponsored fundraisers per school year during which food that does not meet the nutrition guidelines for competitive foods may be available for sale to students. Fundraisers are not conducted during school meal service times.

### Unpaid Meal Charges

Students who do not have money on account or in hand to cover the cost of a meal at the time of service may be permitted to charge the meal and contact to the student's parent will be made. Students may charge no more than \$15.00 to their accounts.

A student carrying a negative balance of \$15.00 or more is not permitted to charge any additional amounts. A student who is not permitted to charge any additional amounts is permitted to buy a meal if the student has cash on hand. Reasonable efforts are used to avoid calling attention to a student's inability to pay.

Notice of low or negative balances in a student's meal account are sent to parents and the school director or director's designee. Parents are expected to pay all meal charges in full by the last day of the school year.

If a parent regularly fails to provide meal money or send food to school with the student and the student does not qualify for free or reduced benefits, the assistant director will inform the director, who will determine the next course of action, which may include notifying the department of social services of suspected child neglect.

### Recordkeeping

The Maggie L. Walker Governor's School Regional Board is responsible for maintaining records that document compliance with this policy.

The Regional School Board is also responsible for

- maintaining records documenting compliance with the competitive food nutrition standards for food available
- ensuring any organization or school activity designated as responsible for food service at the various venues in the school, maintains records documenting compliance with the competitive food nutrition standards,
- maintaining records each school year documenting the number of exempt fundraisers, if any, conducted at each school within the school, and
- designating an individual at the school to monitor and ensure compliance with this policy. The designee may not be school nutrition personnel.

Adopted: April 24, 2014  
Amended: September 14, 2017  
Amended: February 15, 2018  
Amended: October 17, 2019  
Amended: October 15, 2020  
Amended: October 21, 2021

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### Legal Refs.:

42 U.S.C. §§ 1758, 1772 and 1773.

7 C.F.R. §§ 210.9, 210.11, 220.20, 245.5, 245.8.

U.S. Department of Agriculture, SP 23-2017 Unpaid Meal Charges: Guidance and Q&A, March 23, 2017.

U.S. Department of Agriculture, SP 47-2016, Unpaid Meal Charges: Clarification on Collection of Delinquent Meal Payments, July 8, 2016.

Code of Virginia, 1950, as amended, § §§ 22.1-79.7, 22.1-207.2:2, 22.1-207.3, 22.1-207.4, 63.2-1509.

8 VAC 20-740-10.

8 VAC 20-740-30.

8 VAC 20-740-35.

8 VAC 20-740-40.

Cross Refs:	Pol 4075	Student Wellness
	Pol 4012	Child Abuse and Neglect Reporting
	Pol 7050	Public Gifts to the School